



**Lowell Observatory Advisory Board  
Meeting of the Executive Committee**

**Thursday, June 24, 2021 at 11:00 a.m.**

**I. Introduction and Minutes**

The meeting was called to order by Chairman Michael Beckage. Present via ZOOM were: Executive Committee members David Connell and David Chase. Advisory Board members David Price and Rachel & Kyle Dilger. Staff members CJ von Buchwald-Wright, Amanda Bosh, Marjorie McClanahan and other staff members and volunteers. Present in person were Executive Committee members James McCarthy, Drew Barringer, Donna Weistrop, John Giovale, Erica Broman, Kay Corbin, Leo Crowley, Tom Ensign, and Joe Marcus. Also in person were: Sole Trustee Lowell Putnam, Brooke Miner, Lisa Actor (Deputy Director for Development – DDD), Stephen Riggs (Development Manager), Anne LaBruzzo (Deputy Director for Administration - DDA), Michael West (Deputy Director for Science - DDS), Danielle Adams (Deputy Director for Marketing), Jeffrey Hall (ex-officio), David Eicher, Eric Johnson, Martin de Wet, Kyler Kuehn (Deputy Director for Technology), Sherry Shaffer, Bruce Kosaveach, Rachel Edelstein, and Edwin Post. Mattie Harrington recorded meeting minutes.

Minutes from the February 2, 2021, meeting were approved as written.

**II. Millennium Fund**

Beckage gave an accounting of the Millennium Fund. Disbursements from the fund totaled \$77,576 in 2019, and \$68,000 in 2020 which funded infrastructure updates, cost of Section 17 consultants, and increased campus security during the pandemic shutdown.

The Millennium Fund balance was \$2,249,816 as of May 31. Allowable disbursements from the fund will be approximately \$80K for 2021. Director Hall requested a disbursement of \$4,700 for IT security upgrades. The Committee voted to approve the request.

### **III. Trustee's Comments**

Lowell Putnam reported that the Trust is doing better than expected with a balance of approximately \$12.4 million. The line of credit is currently at approximately 3 million. BNY Mellon and others have done a good job managing funds during difficult times.

### **IV. Director's Report**

Lowell Observatory may be moving into Phase 3 reopening soon, perhaps by the end of July or sometime in August. The endowments are in good shape and doing well. Lowell Putnam signed the conditional use permit from the City of Flagstaff for the start of work on the Astronomy Discovery Center. A 'Grand Opening' of the Kemper and Ethel Marley Foundation Astronomy Discovery Center is planned for Percival Lowell's birthday in 2024.

The Observatory may have a new Deputy Director for Science (DDS) in the next few months. Michael West's term as DDS has ended but he extended his stay in the position due to circumstances surrounding the pandemic. Three candidates have been identified thus far.

### **V. Marketing and Communications**

Danielle Adams gave an overview of recent activities, which focus on clarifying the mission of the Observatory from a marketing perspective. New marketing designs and logos will be unveiled at the Advisory Board meeting.

There has been a 50% cancellation rate on the premium access tours and a 30% cancellation rate on guided tours. These numbers are expected to improve as we enter Phase 3 reopening.

A new Marketing Manager will be hired to expand outreach and work on a campaign to promote Astronomy Discovery Center (ADC) awareness. They will also work to promote the new Orbits Curiosity boxes.

### **VI. Development**

Lisa Actor reported that fundraising has been going very well. The total amount raised from July 1, 2016, through June of 2021 totals \$54 million. \$30.3 million has been raised for the ADC. Another \$7.2 million is needed as well as \$5 million for the ADC endowment. The Director's Opportunity Network (DON) has raised \$1.073 million and disbursements have been used to cover the cost of numerous new opportunities and unforeseen expenses.

### **VII. Putnam Collection Center (PCC)**

Joe Marcus provided a report regarding recent activities at the PCC. With the help of two interns, they were able to create an online exhibit. A grant was received for the purchase of a large format scanner which has been used to digitize Ralph Nye's drawings and the work of Elizabeth Roemer.

William Sheehan and Allan Affeldt are working on a plan to preserve the Lampland Dome. Lampland's research and measurements on Venus may be useful to inform current research on Venus.

#### **VIII. Lowell Observatory Foundation**

Donna Weistrop gave an overview of the Foundation. In February the total held by the foundation was \$8.55 million. As of June 2021, the total for the foundation trust is \$9.19 million.

The Vice Chair, John Radway, stepped down from his position and George Putnam, III has stepped-in to take John's place as Vice Chair. Donna Weistrop and David Chase reached the end of their 3-year terms. Both have accepted a nomination to serve as LOF Trustees for another term.

Donna, Chair of the Foundation, provided updates on Foundation member responsibilities. John Menke heads the Membership Committee. Ginger Giovale heads the Strategic Planning Committee and Terri Kelley is head of the Investment planning committee. Marjorie McClanahan is a new Trustee candidate.

BNY Mellon is assisting with estate planning trials for Board members. Those who have participated have appreciated the information provided. It was suggested that Vigilant Capital be reviewed in the same manner as BNY Mellon is reviewed for their services.

#### **IX. Future Meeting Calendar, Other Business**

Calendars for the Executive Committee, Lowell Observatory Foundation, and the Investment Committee will be combined so all the meeting dates will be in one place.

There was discussion about the possible formation of a new Outreach Committee of the Advisory Board.

The meeting was adjourned.